



# City of Broken Arrow

## Request for Action

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**File #: 22-697, Version: 1**

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**Broken Arrow City Council  
Meeting of: June 6, 2022**

**Title:**

**Approval of and authorization to execute a Professional Services Agreement between the City of Broken Arrow and Latham, Steele, Lehman, Keele, Ratcliff, Freije & Carter, Attorneys at Law for providing outside counsel and legal advice regarding Workers' Compensation matters**

**Background:**

Latham, Steele, Lehman, Keele, Ratcliff, Freije & Carter, Attorneys at Law, have been providing outside counsel for the City of Broken Arrow for Workers' Compensation matters for over ten years.

The attached Professional Services Agreement retains Latham, Steele, Lehman, Keele, Ratcliff, Freije & Carter, Attorneys at Law, for such matters and outlines the costs associated with applicable services. Leah Keele, who provides services for the firm, charges an hourly rate for her services at \$160 per hour, \$145 per hour for Associates, and \$85 per hour maximum for Legal Assistants. This agreement will be effective until June 30, 2023, and will be renewed annually, if needed, with Council approval.

**Cost:** not to exceed \$100,000

**Funding Source:** Fund 660 Workers' Compensation

**Requested By:** Kelly Cox, Human Resources Director

**Approved By:** City Manager's Office

**Attachments:** Professional Services Agreement 070122

**Recommendation:**

**Approve the Professional Services Agreement between the City of Broken Arrow and Latham, Steele, Lehman, Keele, Ratcliff, Freije & Carter, Attorneys at Law, and authorize its execution.**